

REQUEST FOR QUALIFICATIONS (RFQ)
RFQ 09E-018

The City of Houston intends to enter into contract with a professional engineer to provide engineering services for the project listed below. The work to be performed by the engineer under proposed contract shall consist of Phase I, II and III professional engineering services per the city's standard design contract (available for reference at: http://www.publicworks.houstontx.gov/documents/procedures/cip_projects/standard_engineering_services_contract.pdf)

To qualify for selection, the submitting firm must have a professional engineer, registered in Texas who can sign and seal the work to be performed under the contract. To be considered for evaluation, firms should submit a specific statement of qualifications (SOQ) for the project and may not submit more than one response to this RFQ or be subject to disqualification.

The submittal shall include a transmittal letter. Following the transmittal letter shall be a one-page letter from each sub-consulting firm proposed in the submittal indicating that firm's desire to be included and indicating a general statement of the scope of services that the sub-consultant will perform if the submitting firm is selected. A copy of the submitting firm's response to questionnaire pertaining to "Conflict of Interest" submitted to the City Secretary should also be included. Local Government Code Chapter 176 requires firms seeking to do business with the City of Houston ("City") to file a Conflict of Interest Questionnaire with the City Secretary. The Conflict of Interest Questionnaire is available for downloading on the Texas Ethics Commission's website at <http://www.ethics.state.tx.us/forms/CIQ.pdf>. The completed Conflict of Interest Questionnaire will be posted on the City Secretary's website. It is the submitting firm's responsibility to submit the latest version of the Conflict of Interest Questionnaire form as promulgated by the Texas Ethics Commission.

The City of Houston's Pay or Play (POP) Program as authorized by Ordinance 2007-534 and Executive Order 1-7 will be included as part of the professional services contract. Information concerning the POP Program can be found at <http://www.houstontx.gov/aacc/popforms.html>.

The length of submittal document shall not exceed ten 8 1/2 x 11 pages (single sided). The submittal shall include:

- Specific technical capabilities of the firm(s) for the project;
- Prior demonstrated experience in accomplishing similar projects;
- Demonstrated timeliness on similar projects;
- Demonstrated ability to find cost saving/cost effective solutions;
- Examples of effective services rendered during the construction phase of projects engineered by the firm;
- Specific qualifications of employees intended to be assigned on the project;
- Identification and qualifications of sub-consultants intended to be used on the project, and
- Demonstrated ability to fulfill M/WBE goals.

A committee appointed by the Director of Public Works and Engineering will review the submittals and recommend the most highly qualified submitting firms for selection. The PWE-100 Forms and previously completed engineer evaluations on file will be used along with the submittal document for each submitting firm's qualifications.

A pre-submittal meeting will be held at 3:00 PM on Friday, May 9, 2008 in the George R. Brown Convention Center, Room 370 A, B, D, & E to discuss this and other solicitations. A firm may not have more than (2) members at this meeting.

Deadline: Seven (7) copies of a letter of interest notifying the City of Houston of the Provider's intent to be considered for these professional services, including qualifications and accompanying statements shall be addressed to the City of Houston, Department of Public works and Engineering, 611 Walker, 15th floor, Attention: Mr. Reid K. Mrsny, P.E., Houston, Texas 77002 and will be received until 2:00 p.m. (CST) Friday, May 30, 2008. Any submissions received after this time will not be considered. Qualifications must be submitted in a sealed envelope, clearly identify RFQ number and firm name on outside of the envelope.

Selection No. S10

S-001000-0031-3: Groundwater Treatment Plant Improvements

- **Project Location:** The Groundwater Plant sites for this project will include West Houston #3, Jersey Village, Katy Addicks Re-pump Station and Park Glen.
- **General Scope:** This project involves providing recommendations and professional services, including preliminary and final design documents for various improvements at various ground water plants. These improvements include modification of:
 1. Chemical feed systems
 2. Booster Pumps
 3. Electrical
 4. Instrumentation
 5. Drainage Improvements
 6. Driveway Access
- **Anticipated City of Houston Milestones:**

Initiation of Engineering	4 th Quarter of FY09
Initiation of Construction	1 st Quarter of FY11
Completion of Construction	4 th Quarter of FY12